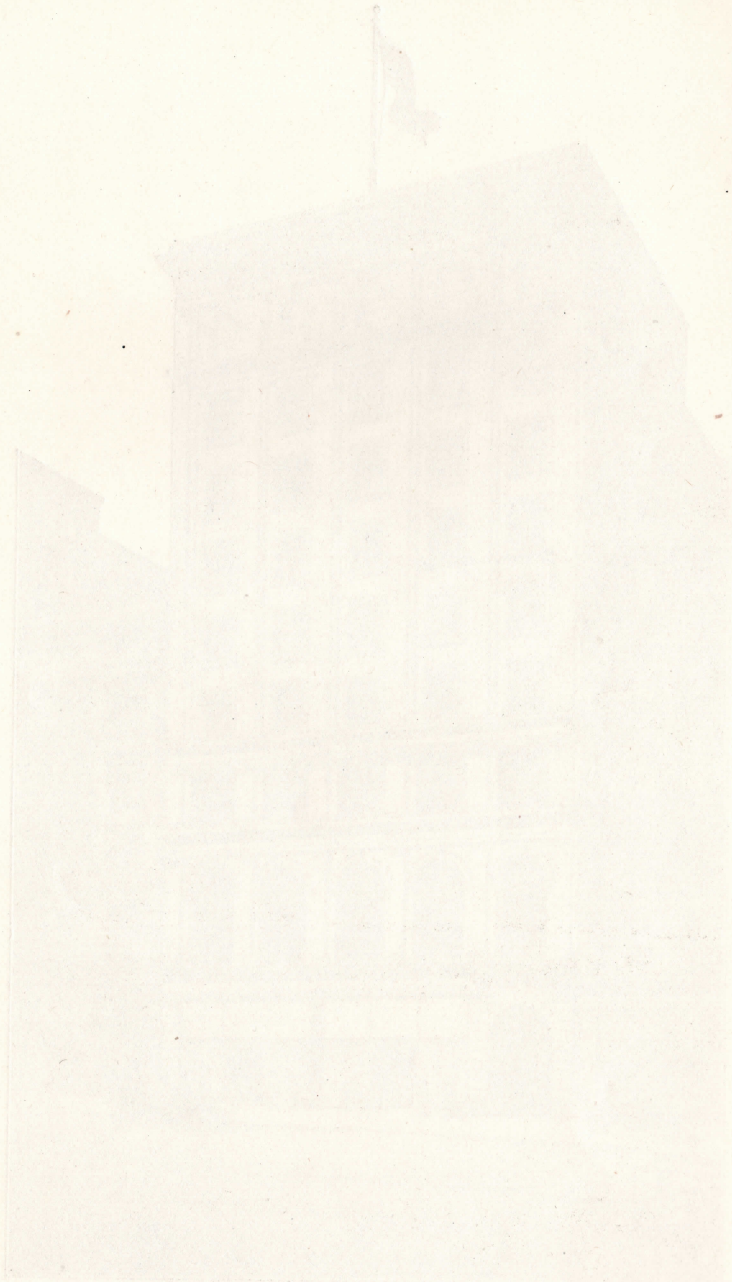
SIXTY - FOURTH ANNUAL REPORT

MECHANICS' INSTITUTE

SAN FRANCISCO, CAL.

NINETEEN HUNDRED NINETEEN



Mechanics' Institute Building, 57 Post St., San Francisco

Sixty-fourth Annual

Report

of the

MECHANICS' INSTITUTE

for the

Year Ending February 28, 1919

MECHANICS' INSTITUTE OFFICERS

BOARD OF TRUSTEES.
Year ending February 28, 1919.

BYRON MAUZY ..... President
GEORGE BEANSTON ..... Vice-President
JAMES H. LYONS ..... Recording Secretary
CHAS. D. STEIGER ..... Corresponding Secretary

H. W. CROZIER	O. G. JONES
JOSEPH M. CUMMING	DR. A. W. SCOTT
F. A. DENICKE	JAMES SPIERS
TIREY L. FORD	RUDOLPH J. TAUSSIG
DR. JOSEPH D. HODGEN	OTTO VON GELDERN

JOHN H. WOOD ..... Secretary

Mechanics'-Mercantile Library.

FRANCIS B. GRAVES ..... Librarian

MECHANICS' INSTITUTE

Library
and Chess Room
Mechanics' Institute Building
57 Post Street
SAN FRANCISCO, CAL.

The Mechanics'-Mercantile Library now contains over 73,000 volumes.

The Reading Room list of periodicals embraces the titles of over 500 newspapers, magazines, reviews and journals.

Members may withdraw two books at a time, and extra books on payment of 5 cents each.

Books (except new fiction) may be retained for two weeks and then renewed for two weeks longer.

New fiction may be kept one week and is not renewable.

TERMS OF MEMBERSHIP.

Entrance Fee ..... $ 1.00
Quarterly Dues (in advance) 1.50
Life Membership 50.00

Library open 9 a. m. to 10 p. m.
Sundays and Holidays, 11 a. m. to 5 p. m.
Chess Room open daily, 9 a. m. to 10 p. m.

In Memory of

Livingston Jenks

We who were the associates of Livingston Jenks on the Board of Trustees of the Mechanics' Institute learned to love him as a friend, honor him as a man, and admire him for his splendid ability. He became a member of the Board in 1905, and at once attracted the favorable attention of his fellow members. He was elected Vice-President of the Board in 1907, and elevated to the Presidency in 1913, and by virtue of this office became a member of the Board of Regents of the University of California. As a member of our Board of Trustees, Mr. Jenks displayed unusual ability and gave intelligent and painstaking assistance in the affairs of the Institute. As a Regent, by his scholarly attainments, his extensive reading, and his devotion to the cause of education, he rendered valuable service to our State University. In the death of Livingston Jenks, California has lost a valued citizen, our Institute has lost an able President, and we have lost a friend. To the family of Mr. Jenks we extend our sincere sympathy.

At a regular meeting of the Board of Trustees of the Mechanics' Institute, held on the seventh day of January, 1919, the foregoing was, by unanimous vote, ordered spread upon the minutes and an engrossed copy thereof given to the family of Mr. Jenks.

PRESIDENT'S REPORT

SAN FRANCISCO, March 6, 1919.

To the Members of the Mechanics' Institute:

During the year we suffered the loss of our President, Livingston Jenks, and your Board of Trustees saw fit to confer the honor upon me.

I have the pleasure to report that the Institute has progressed to a marked degree during the past year, in spite of the fact that the World War was going on and that the local epidemic required us to close our library doors for over a month.

The year 1918 shows a somewhat decreased circulation of books in all branches, except that of history. The increase in interest, in historical subjects, was no doubt caused by a desire on the part of our members for a better knowledge of the countries engaged in the great conflict. Somewhat over 101,000 volumes were circulated of the different classes of books, for special figures of which I refer to the report of the Librarian.

The membership during the year shows a slight decrease; at the beginning of March, 1918, it was 3725, and at present it has been reduced to 3647.

At the beginning of the War, your Trustees assumed the responsibility of remitting the dues of members enlisted in the armed military or naval forces of the United States and engaged in the War. We still have 174 members on that list. It is with a great deal of pride that I report that one of your Trustees, Mr. James Spiers, is still serving in France as Major of Ordnance.

During the year Professor H. Morse Stephens delivered a number of most interesting lectures dealing with a subject uppermost in the public mind by reviewing the history of and the causes leading to the war with Germany.

Our library, with its splendid reference collection, is fast getting into touch with the University of California in its extension class work, a condition much to be desired, as the Institute is associated with the work of the University and

its President one of the Regents. The Librarian has called the attention of the attendants of the various extension courses to the fact that a membership in the Mechanics' Institute should be desirable to those pursuing these extension studies, as the reference collection ought to be of great help to them in completing their studies. It is the intention of the Board of Trustees to build up the reference collection, particularly in mechanical and scientific subjects, so that it will become famous as the one great reference library in this State.

The receipts from the Mechanics' Institute building show a slight increase over that of the last year, while the library receipts show a slight decrease. The assets of the Institute show a decided increase during the year, which increase has been invested to a very great extent in United States Liberty Loan bonds, the Institute having subscribed to and paid for $25,000 worth of bonds of various issues since the last annual meeting.

The resources show that the Institute holds first mortgages on San Francisco real estate for $78,700, that it has invested in various municipal bonds of the State of California, $340,600, and that it has $40,000 invested in United States Liberty Loan bonds of various issues, in addition to which it has over $13,000 in cash, the books, furniture and equipment of the library, the Post Street building, and the lot upon which it is situated, and seven small unimproved Outside Lands lots.

I should like to commend your careful consideration to the splendid reports of the Secretary and Librarian for details concerning the finances of the Institute and the work of the library.

BYRON MAUZY, President.

SECRETARY'S REPORT

For the Year Ending February 28, 1919.

San Francisco, March 6, 1919.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 28, 1919:

March 1, 1918.	Cash on deposit in various banks		$ 16,533.67
	Cash in contingent funds		225.00
	Total Cash		$ 16,758.67

RECEIPTS.

Mechanics' Institute Building—rent collections from March 1, 1918, to March 1, 1919 (including $12,000 for rent of portion occupied by the Library)		$ 45,683.88	
Payment on Mortgage Receivable a/c		500.00	
Interest, Bills Receivable		312.20	
Interest, Ernest N. Atkins Memorial Fund.		30.00	
Interest, James Lick Fund		600.00	
Interest, Commercial and Savings		391.64	
Interest, Mortgage Receivable Accounts		4,143.73	
Bond Premium Account		779.20	
Bond Interest Account		17,055.64	
Bonds Matured		7,000.00	
Suspense Account		2.50	
Library and General Administration			
Dues	$14,639.00		
Entrance Fees	647.00		
Life Memberships	50.00		
Books Paid For	94.44		
Fines and Extra Books	1,126.60		
Lectures	172.00	16,729.04	$ 93,227.83
			$109,986.50

EXPENDITURES.

Mechanics' Institute Building—payments for construction, equipment, etc		$ 4,561.67
Mechanics' Institute Building—alterations.		534.68
Mechanics' Institute Building — operating expenses from March 1, 1918, to March 1, 1919:		
Pay Roll	$10,703.40	
Taxes	5,120.66	
Insurance	1,552.09	
Legal Expense	1.35	
Steam Heat	1,643.61	
Electric Current	1,963.09	
Water	169.45	
Window Cleaning	360.00	
Supplies	1,343.80	
Repairs	156.59	
General Expense	166.43	23,180.47
Accrued Bond Interest		159.15
Bond Premium		25.00
Interest Payable		61.20
Taxes, Outside Lands		22.80
Improvements, Outside Lands		509.80
Library and General Administration:		
Books, Binding and Periodicals.	$ 6,886.37	
Furniture	11.50	
General Expense	1,969.57	
Insurance	544.36	
Legal Expense	250.00	
Lectures	828.04	
Printing and Stationery	235.33	
Salaries	13,150.10	
Supplies	110.31	
Taxes	24.70	
Monthly Bulletin	151.20	
Rent of Library Rooms	12,000.00	
		$ 36,161.48
		$ 65,216.25
Cash on hand in various banks, Mar. 1, 1919		13,212.75
Cash on hand in contingent funds		225.00
Total cash		$ 13,437.75
Transferred to Investments Account		31,332.50
		$109,986.50

The net amount expended since April 18, 1906 on Books, Binding and Periodicals has been $130,725.13

The amount paid out for construction, equipment, etc., of the new building on Post Street, has been $353,855.17

Insurance is carried as follows:

Books	$ 50,700.00
Furniture	7,500.00
Post St. Building (besides accident and plate glass insurance)	265,000.00

The Resources of the Mechanics' Institute are as follows:

Post Street lot covered by Mechanics' Institute Building.

Seven lots in People's Homestead Tract A (unimproved).

First mortgages for $78,700.00 on San Francisco Real Estate.

297 $1000.00 5% City Hall Bonds of the City and County of San Francisco, standing on our books for $315,221.00.

2 $1000.00 5% Fire Protection Bonds of the City and County of San Francisco, standing on our books for $2024.40.

5 $1000.00 4½% Geary Street Railways Bonds of the City and County of San Francisco, standing on our books for $5000.00.

10 $1000.00 5% Municipal Railways Bonds of teh City and County of San Francisco, standing on our books for $10,265.00.

6 $100.00 5% Municipal Railways Bonds of the City and County of San Francisco, standing on our books for $658.58.

4 $1000.00 4½% Water Bonds of the City and County of San Francisco, standing on our books for $4139.39.

7 $1000.00 4½% New Levee Bonds of the City of Sacramento, Cal., standing on our books for $7206.10.

5 $1000.00 5% Municipal Improvement Bonds of the City of Richmond, Cal., standing on our books for $5256.00.

5 $1000.00 5% School District Bonds of the City of Richmond, Cal., standing on our books for $5359.00.

5 $1000.00 5% Municipal Improvement Bonds of the City of Santa Barbara, Cal., standing on our books for $5156.50.

40 $1000.00 4¼% United States Liberty Bonds, standing on our books for $40,000.00.

Cash in various banks, $13,437.75.

Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, Secretary.

LIBRARIAN'S REPORT

San Francisco, March 6, 1919.

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the Sixty-fourth Annual Report of the Library for the year ending February 28, 1919.

MEMBERSHIP.

March 1, 1918		3725
New Members—Life		1
New Members—Subscribing		647
Members reinstated		5
		4378
Withdrawn:		
Life (deceased)	15	
Subscribing	345	
Dropped for non-payment of dues	371	
		731
Membership February 28, 1919		3647

The membership is divided as follows:

Honorary	5
Life	648
Subscribing	2994
	3647

BOOKS.

Number of volumes listed March 1, 1918		70,055
Added by purchase	2715	
Added by gift	326	
Added by binding	338	
		3,379
		73,434
Number of volumes lost and paid for	42	
Lost by canceled membership	24	
Donated to Letterman Hospital for the soldiers	99	
Discarded	141	
		306
Number of volumes listed March 1, 1919		73,128

ANNUAL TABULATION.

	Purchase	Cost	Gift	Binding	Cost	Total
General works	43	$ 191.20	25	84	$108.55	152
Philosophy	49	78.20	4	3	3.00	56
Religion	13	28.81	...	...	.....	13
Sociology	135	238.68	167	24	29.21	326
Science	104	230.37	18	31	32.75	153
Useful Arts	443	1056.64	43	117	166.68	603
Fine Arts	97	196.44	4	41	63.40	142

Literature	223	$ 241.25	2	1	$ .70	226
French	6	5.09	9	...	.....	15
Spanish	...	.....	2	...	.....	2
Travel	62	166.77	18	28	21.55	108
Biography	79	186.69	3	...	.....	82
History	321	508.01	25	9	8.84	355
Fiction	1106	1364.80	6	...	.....	1112
Children's books	34	38.36	...	...	.....	34
	2715	$4531.31	326	338	$434.68	3379

BINDING.

Three hundred and thirty-eight volumes of periodicals and newspapers were bound during the year at a cost of $434.68, and 308 books were rebound at a cost of $202.60. One thousand and twenty volumes were repaired in the Library.

CIRCULATION.

There were issued for home use 101,728 volumes, an average of 8477 volumes per month. One of the reasons for the dropping off in the number of books issued is that the Library was closed from October 18th to November 18th, on account of the epidemic of influenza prevailing at that time.

TABLE OF CIRCULATION STATISTICS.

General works	57
Philosophy	1,521
Religion	488
Sociology	1,671
Science	1,182
Useful Arts	4,604
Fine Arts	1,772
Music	99
Literature	4,272
German	689
French	787
Spanish	131
Travel	2,521
Biography	2,169
History	7,086
Fiction	68,971
Children's books	2,063
Periodicals	1,645
Total	101,728

Fiction	68,971 vols.	67.8 per cent.
Children's books	2,063 vols.	2.1 per cent.
Non-Fiction	30,694 vols.	30.1 per cent.

Respectfully submitted,

FRANCIS B. GRAVES,

Librarian.

APPENDIX I.

Gifts were received from the following:

Abrams, Dr. Albert
Alameda City Clerk
American Astronomical Society
American Society of Heating and Ventilating Engineers
Anderson, E. J., Estate of
Anonymous
Atkins, Kroll & Co.
Bloom, Solomon
Bond, T. E.
California State Board of Equalization
California State Board of Forestry
California State Library
California State Mining Bureau
California State Railroad Commission
California State University
Catalog Studies
Commonwealth Club of California
Davis, A. B.
Dixon, W. M.
Doran, G. H.
du Parc, Comte C.
Greenhood, L. H.
Guaranty Trust Co. of New York
Harvard University
Hawley, Donald A.
Japan Society
League to Enforce Peace
Leland Stanford Jr. University
Lepper, George H.
Maher, Dr. Stephen J.
Mercantile Trust Co. of San Francisco
Metropolitan Water and Sewerage Board
Moody's Manual
Morrow, W. W.
New Jersey Comm. on Colonial Documents
New Jersey (State) Board of Public Utility Comm.
New Jersey State Library
New York Public Service Commission, 1st District
New York State Board of Charities
New York State Museum
New York State Public Service Commission, 2nd District
New York State University
New Zealand Register-General's Office
Oatman, Franklin W.
O'Connor, H. F.
Pacific Gas & Electric Co.
Parkinson, Mr.
Peck, Miss; Serbian Relief
Perpetual Health Corp.
Philadelphia Bureau of Surveys
Philadelphia Chamber of Commerce
Pratt, Mr.
Princeton University
Raymond, F. A.
Sessions, C. R.
Studebaker Corporation
Taussig, R. J.
Technical Society of the Pacific
U. S. Government
U. S. Library of Congress
Weil, Samuel C.
Wisconsin Railroad Commission
Wisconsin University
Wood, Baldwin

LIBRARIES SENDING REPORTS OR BULLETINS

Alameda Free Library
Berkeley Public Library
Bodleian Library
Brooklyn Public Library
Buffalo Public Library
Carnegie Library of Pittsburgh
Chicago Public Library
Cincinnati Public Library
Cleveland Public Library
Enoch Pratt Free Library
Free Library of Philadelphia
General Society of Mechanics and Tradesmen
Grand Rapids Public Library

Harvard University Library
Haverhill Public Library
John Crerar Library
Johns Hopkins University Library
Kansas City Public Library
Leland Stanford Jr. University Library
Library Company of Philadelphia
Los Angeles Public Library
Louisville Public Library
Mercantile Library of New York
Mercantile Library of Philadelphia.
New York Public Library
New York State Library
Newark Free Public Library
Oberlin College Library
Omaha Public Library
Pasadena Public Library
Peabody Institute
Philadelphia City Institute
Pratt Institute Free Library
Providence Athenaeum Library
Providence Public Library
Queens Borough Public Library
Riverside Public Library
Rosenberg Library
San Diego Public Library
San Francisco Public Library
St. Louis Public Library
Seattle Public Library
Springfield City Library Association
Stockton Public Library
University of California Library

APPENDIX II.

Year Ending March 1st	Membership	Subscribing	Life and Honorary	Volumes in Library	Circulation
1919	3647	2994	653	73128	101728
1918	3725	3135	590	70055	118159
1917	3742	3144	598	65875	132721
1916	3599	2982	617	63672	127866
1915	3488	2862	626	56740	131687
1914	3341	2709	632	50776	125650
1913	3498	2855	643	44527	118998
1912	3304	2660	644	39266	110194
1911	3036	2385	651	35392	88753
1910	2362	1717	645	32186	71741
1909	2680	2034	646	28324	83042
1908	2763	2120	643	24179	.....
1907	3377	2726	651	17850	.....
April 18, 1906	4150	....	....	.....	.....

MECHANICS' INSTITUTE PUBLICATIONS.

President's Address and Annual Report. 1st to 62nd, 1856-1917.
1856-1906 Out of Print.

Constitution, By-Laws and Rules of Order. Editions of 1857, 1870, 1875, 1876, 1880, 1883, 1885, 1886, 1889, 1891, 1895, 1899, 1908.
Out of print.

Mechanics' Institute Industrial Exhibition. Reports of 1st to 32nd, 1857-1899. **Out of print.**

Speeches made at the Reception tendered by the Mechanics' Institute to William W. Webb, April 19, 1871. **Out of print.**

Report of Guido Kustel, appointed by the Mechanics' Institute as Commissioner to the Vienna Exposition of 1873. **Out of print.**

Proceedings of the Reception tendered to the workmen of the Union Iron Works by the Mechanics' Institute, December 22, 1893. **Out of print.**

Catalogue of the Mechanics' Institute Library, 1867. **Out of print.**

Bulletin v. 1-6 (March, 1897-July, 1902). **Out of print.**

List of books on petroleum, 1901. (Special series, No. 1.)
Out of print.

Literature available in the library on petroleum, with some references on asphaltum, May, 1903. (Technical reference list, No. 1.)
Out of print.

Literature available in the library on forestry, lumbering, timber and trees. June, 1903. (Technical reference list, No. 2.)
Out of print.

List of books on architecture. August, 1913.

List of books on building and building materials. December, 1913.

List of books added during 1914.

List of books added during 1915.

List of books on electrical engineering. June, 1916.

List of books on petroleum. January, 1917.

List of books added during 1916.

List of books added during 1917.

List of books on aeronautics and military and naval engineering. January, 1918.